

# SAP Project Manager Management Services Division

*An Acting Washington Management Service (WMS) Band 2 Employment Opportunity*

*Olympia, Washington*

\$82,000-\$90,000 per year, DOQ

**OPENS:** January 29, 2010

**CLOSES:** Open until filled

*Candidate evaluation will be ongoing, and applicants are **encouraged to submit materials by February 5, 2010 to ensure full consideration**. The hiring authority reserves the right and may exercise the option to make a hiring decision at any time during the announcement period.*

**This is a project position with an anticipated duration of two years.**

## **Agency Profile**

The Washington State Department of Information Services (DIS) provides quality and reliable computing, telecommunications, video and Internet services to state and local agencies, tribal governments, educational institutions, and not-for-profit organizations.

As the technology leader for Washington State, DIS provides innovative enterprise services so that government agencies can successfully serve the public. DIS also provides support to the Information Services Board.

## **Position and Scope**

This position is responsible for managing the internal design and implementation of the ERP Billing and Financials application and the Decision Support tool. This position provides leadership, expert consultation and strategic planning to direct technical specialists in the successful implementation and delivery of the mission critical enterprise billing system within DIS and ultimately, a new billing service offering to customers.

As the SAP Project Manager, you will use advanced management principles, strong organizational leadership skills, strategic planning and a sophisticated understanding of business and technical concepts to provide project management of the implementation of the enterprise financial application. Responsibilities to meet this objective include:

- Manage the implementation of the mission critical ERP financial business solution that impacts migration of technology, data sharing and storage.
- Prepare and deliver project plan; ensure project scope and delivery schedule are achieved and within budget.
- Plan, lead, organize and control the work performed by the Project Support team.
- Plan, organize and direct subordinates in areas of service implementation and quality control.
- Assure appropriate and optimum use of resources and enhance the effectiveness of employees.
- Serves as a communication link and translator between business and the development team to ensure the ERP application design and implementation will support the business process as intended.

## **Desirable Qualifications**

- Bachelor's degree or higher involving a major study in information system technology, business or allied field.
- Project Management Principles (PMP) Certification.
- SAP Project Management Certification.
- 5 years project management experience, including demonstrated knowledge of project management principles, practices and concepts (PMBOK) focused on ERP implementations.
- Experience leading complex enterprise applications systems including project planning and deployment of enterprise financial application systems.
- Budget development, oversight and management.
- Experience leading, developing, coaching and managing a staff of IT professionals.
- Experience managing multiple team members conducting complex project and process implementation projects with multiple priorities.
- Strong written and verbal skills to convey technical detail and design to a diverse audience.

## **Working for DIS**

DIS is an agency on the move. With a talented workforce that has a depth of knowledge and understanding of information technology, DIS provides constructive, reliable and responsive services for a variety of public-sector clients.

DIS offers extensive opportunities for career growth and personal development through workshops, seminars, and other training opportunities as well as a tuition reimbursement program and promotional opportunities.

As one of the top ten places in the country for business and careers (Forbes' Magazine, 2007), and conveniently located at the crossroads of business and leisure, Olympia has become the preferred destination zone for business professionals in the Pacific Northwest.

[Olympia](#) is on the Puget Sound and is within easy driving distance of the rugged Olympic National Park, the city of Seattle, Mt. Rainier, Mt. St. Helens, and Pacific Ocean coastal beaches: all offering ample outdoor recreation opportunities. Home to an internationally-recognized educational institution and a vibrant arts scene, Olympia is also the location of the outstanding Farmer's Market, located at the downtown waterfront.

## **Employee Benefits**

The State of Washington offers a comprehensive and competitive package of benefits to match the needs of our diverse workforce.

DIS eligible employees can choose from our outstanding [benefit packages](#) including health, dental, life and long-term disability insurance; vacation, sick, military and civil leave; dependent care assistance program; deferred compensation plans; educational benefits program; paid holidays; Commute Trip Reduction Incentives; training; and state retirement plans.

## **How to apply**

Interested applicants should submit a letter of interest with a detailed description of their experience as it pertains to the Qualifications listed. Please include a current resume, [Washington State Application](#) and a minimum of three professional references.

**Please send your application materials via e-mail to [hro@dis.wa.gov](mailto:hro@dis.wa.gov).**

*Persons of disability needing assistance in the application process, or those needing this announcement in an alternative format, may call (360) 902-3543 or Telecommunications Device for the Deaf 1-800-833-6388.*

### **Applicant Profile Form**

As a separate part of the application process, you are requested to voluntarily complete and return the [Applicant Profile](#) sheet with your completed application. This information will be treated as confidential. This page will be separated from your application and used by authorized personnel only.

*The Department of Information Services is an equal opportunity employer.*